

MINUTES OF THE WORK SESSION MEETING OF  
THE SPRINGFIELD CITY COUNCIL HELD  
MONDAY, MAY 23, 2005.

The City of Springfield council met in a work session in the Jesse Maine Room, 225 Fifth Street, Springfield, Oregon, on Monday, May 23, 2005 at 6:19 p.m., with Mayor Leiken presiding.

ATTENDANCE

Present were Mayor Leiken and Councilors Ballew, Ralston, Fitch, Lundberg, Woodrow and Pishioneri. Also present were City Manager Mike Kelly, Assistant City Manager Cynthia Pappas, City Attorney Joe Leahy, City Recorder Amy Sowa and members of the staff.

1. I-105 Closure Response and Communication.

Public Information Officer for the Public Works Department Niel Laudati, Civil Engineer Kristi Krueger and Fire and Life Safety Battalion Chief Mark Walker presented the staff report on this item. ODOT is currently undertaking a preservation project on I-105 that will impact traffic in the Metro area. Springfield staff (including Fire/Police/Public Works) have planned and implemented various procedures and tactics to reduce negative impacts in Springfield due to congestion.

Currently scheduled to begin May 19th, ODOT's upcoming I-105 closures will impact Springfield's city streets. The major impact to city streets will occur when the westbound lanes at the I-105/I-5 interchange are closed. It is scheduled for May 31 – June 8. Work will continue through July. On recommendations from the City Manager and Executive Team, city staff assembled a team from Fire, Police and Public Works that are dedicating time to assist with issues in the field during peak traffic times. During the first days of the closure, Springfield Police will monitor and respond to impacted areas, collecting information and assisting when needed. Public Works staff will monitor traffic at key intersections, making adjustments when possible. The city has a consultant developing a Traffic Congestion Contingency Plan for Emergency Services. Additionally, a prepared public outreach plan, that includes signage, has been implemented to better educate City of Springfield drivers on the I-105 project and alternate routes available during construction. City staff and the public are able to access information about the preservation project at the [keepusmoving.info](http://keepusmoving.info) website.

Mr. Laudati gave a power point presentation showing what Springfield was doing regarding the I-105 construction project. He gave a brief background of this project and outlined the city planning efforts. Springfield Fire and Police started the planning process in March 2005 and coordinated with other emergency services organizations. Springfield Public Works participated in Project Coordination meetings with other utilities and cities. Those meetings helped to determine which street projects to delay until after the I-105 reconstruction. A Congestion Mitigation Program Design Team was formed which created [keepusmoving.org](http://keepusmoving.org). The City of Springfield had been active on that design team.

Mr. Laudati noted that the City Manager's Office and the Executive Team recommended a coordination team. This team consisted of members from Fire, Police and Public Works and met on a regular basis to learn what had occurred in Eugene during the eastbound closure to be better prepared for the westbound closure. He described what the Springfield Emergency Services had in place to address this situation. This plan was outlined in Attachment B in the agenda packet.

The plan helped to identify problem areas and congestion areas from the first closure, and to identify alternative routes for emergency services vehicles. Springfield's emergency services coordinated with other emergency organizations to ensure good communication. The goal was to provide the same level of police and fire services to citizens.

Ms. Krueger discussed what had been done by the Transportation Division and the lessons they had learned through this first phase. She said Springfield Public Works Staff had been in the field during the first phase to identify problem areas. Those problem areas included: Franklin Boulevard; Pioneer Parkway and signals; Hayden Bridge and Pioneer Parkway; Harlow Road and Game Farm; Beltline and Gateway. She said Public Works staff had talked with ODOT regarding the signals on Franklin Boulevard because that was a state highway. She discussed altering signals in different areas and trying to increase green times on the signals to help alleviate traffic. That timing would need to be further adjusted during Phase II. She said further meetings with Fire and Police would be held.

Councilor Ralston discussed the problems trying to get out on Glenwood Boulevard. He asked how Phase II would affect the Glenwood area.

Ms. Krueger said in Phase I ODOT had a detour route that caused the back-up in Glenwood. She said Springfield would be discussing this issue with ODOT and other agencies to try to address this and other possible problem areas in Phase II.

Councilor Ballew asked if large employers had been asked to stagger work hours.

Mr. Laudati said over 500 businesses had been asked about that issue through the Commuter Solutions prior to the closures.

Discussion was held regarding staggering work hours.

Councilor Lundberg said the Commuter Solutions Committee was expensive and ineffective. People needed to have their routes figured out before they left the house or office. She said she had heard from a lot of people asking why Springfield wasn't doing something regarding the traffic and the signaling.

Ms. Krueger said Springfield had gotten permission from Lane County to adjust the traffic lights on the county roads.

Councilor Lundberg said people did not get prepared where to go and ODOT did not prepare a good detour plan. She said the city needed to be prepared for Phase II. She discussed the issue of schools and getting students to and from school. She said signs posted ahead of time to show traffic where to re-route would be helpful.

Mr. Kelly said the city knew citizens would call. It may take citizens a couple of days to figure out the best way to go. Springfield had been watching to see the patterns now in preparation for the second closure. He asked why ODOT couldn't have signs put up far enough back to allow drivers to know of alternate routes far enough in advance to choose the route.

Mr. Laudati said that would be discussed later in the presentation.

Ms. Krueger discussed possible ways to mitigate the congestion by having people take different exits and spreading out the traffic. She said it was a closure project so there would be congestion. Staff was doing all they could regarding signalization. She said Springfield did have helicopters that would be patrolling to point out problem areas. Springfield staff would be out in the field early Tuesday morning, the first day of Phase II.

Councilor Lundberg agreed that signs should be posted far in advance to let people know where they should exit and what route they should use.

Councilor Woodrow asked if ODOT would be finished with Phase I on schedule.

Ms. Krueger said ODOT would not be working on it over the Memorial Day weekend so it would be done by Friday. Traffic should be open both ways over the holiday weekend.

Councilor Fitch agreed that signs should be posted well in advance. She also said she hoped staff was checking the morning commute now in Springfield and would have someone from Springfield on the local news stations.

Ms. Krueger said they were monitoring that traffic. She said Mr. Laudati had been involved with the media and was on the news at 5:00pm this evening.

Councilor Fitch suggested working with TEAM Springfield members and getting the information in their newsletters.

Mayor Leiken asked about emergency services.

Mr. Walker said Police and Fire had looked at moving patrol officers and fire personnel to key places, such as in Glenwood. He said all routes identified by ODOT were congested. He said they had a detailed plan for some alternatives for the emergency crews.

Mayor Leiken said it was important to keep the citizens calm and let them know services would be provided.

Mr. Walker said they did have one scenario of concern regarding hospital deliver for head injuries. He discussed steps they had taken to divert to McKenzie Willamette if traffic was an issue in getting to Sacred Heart.

Councilor Ballew said the Public Works staff saw this coming and put delays on projects to try to alleviate the situation. She said things could have been much worse if Springfield's staff had not been on top of things.

Councilor Lundberg asked if there would be a time when both directions would be closed on I-105. There would not be a time when both directions would be closed. She thanked staff for their effort to try to alleviate traffic problem.

Councilor Woodrow asked about coordination with Eugene Police and Public Works to take similar measures that Springfield had taken once Phase II begins.

Mr. Walker said he had talked with the Eugene Fire Department who would be doing something similar regarding moving of their equipment. He said they have learned from larger cities who deal with this type of situation all the time.

Mr. Kelly said Springfield was being more proactive than Eugene and Lane County. Eugene and Lane County relied more on the larger metropolitan information and the Commuter Solutions, which was adequate. He said Springfield had done a few extra things to make things a little better, although there would still be congestion. Springfield had this first week to watch to see what issues came about from the Phase I closure.

Councilor Woodrow discussed the problems that could occur in Springfield if Eugene did not regulate their lights.

Ms. Krueger said it didn't appear Eugene was doing anything regarding their traffic lights. She said she could try to talk with Eugene about this issue and try to work together.

Mr. Laudati continued his power point presentation. Although this was an ODOT project, the city would be called by citizens who had questions and concerns. He discussed the outreach program that was put in place to help city employees answer questions from citizens. This would show a good faith effort on the city's part to try to assist in whatever way possible. He referred to a map outlining Phase II. The City Staff Coordination Team would meet first thing in the morning on May 31, the first day of the eastbound closure. Emergency services staff would deploy staff into Springfield to make sure Police and Fire would not be cut off. He said Public Works staff would be out in the field doing whatever they could to assist. He discussed traffic signal alterations. Springfield had been open to any media who wanted to interview Mr. Laudati and Mr. Walker regarding this project. City employees received weekly updates and posters were displayed with the closure sites and alternate routes. He discussed other steps Springfield was taking to help alleviate the issues related to the closures.

Councilor Pishioneri said overall Springfield staff had done a great job. He liked the forethought in placing emergency apparatus in Glenwood. He recommended placing the apparatus in key locations if feasible.

Mr. Walker said that was considered, but there was concern about putting all emergency vehicles in congested areas.

Councilor Pishioneri said the lights on South A where the East and West Pioneer Parkways terminate were running concurrent and that had caused some issues. He asked if staff had considered a hotline with recorded updates for citizens.

Mr. Laudati said the ODOT number had daily updates at 682-3000.

Councilor Pishioneri said he was thinking of a more frequent update.

Councilor Ralston said the radio stations update the situation every 10 minutes.

Mr. Laudati said the radio stations call in each morning and city staff give them an update. Electronic media interviews focused on emergency services first, followed by other information.

Mayor Leiken said in his years of service, he had always been amazed by Springfield's staff and the proactive measures taken in these types of situations. He thanked staff for their forethought. They set a tone that he wished other jurisdictions would follow. He said it made him proud to serve this community.

## 2. Springfield Development Code Audit.

Planning Supervisor Mel Oberst presented the staff report on this item. A "code audit" is a professional third party review of development standards, procedures, format and rules of the City's Development Code. The audit of the Springfield Development Code includes a range of alternative approaches the city could take to improve the code, and the anticipated costs, time and other factors for decision makers to weigh before giving direction about how to improve the development process. The Planning Commission reviewed the audit results on May 17, 2005 and recommended Option 2(a) consisting of a rigorous code edit and reformatting with existing staff resources. The final product will include a work program that will outline the timing, costs and tasks based on the preferred option and direction from the Planning Commission and endorsed by the City Council.

The three options for improving the code include: 1) a series of structural and policy amendments done by existing staff to make the code more user friendly and flexible (8 month duration each, cost within adopted FY06 budget); (2) wholesale structural and policy changes to the code using existing staff and some outsourcing (30 months, cost is \$75,000 outside budget); option 2(a) revise the structure of the code without policy changes using existing staff (18 months, cost is within budget); and 3) replace existing code with a completely new code prepared by a consultant with an extensive public involvement process (36 months, cost is \$300,000 outside budget). Possibly up to \$50,000 of the costs may be offset with grants from the state. As the Commission recommended, option 2(a) could be undertaken in FY 2006 and 2007 and options 1 or 2 could be incorporated into the DSD work program for completion by existing staff as time and staffing levels permit and within annual budgeted expenditures.

Mr. Oberst introduced Planning Commission Chair Steve Moe who would be discussing the Planning Commission's views on this item. Mr. Oberst said two years ago staff in Development Services began implementing some streamlining processes to improve efficiency in the Planning Division in the Developer Review process to meet customers' needs. He said the Planning Commission was also a customer of the Development Code. Feedback from the Developers Task Force and Planning Commission was that the Development Code needed updated. Staff agreed. He explained the history of the Development Code. In addition to the code being out of date, as the city had grown, workload had increased and turnaround had slipped. He discussed the new policy adopted two years ago for rapid improvement process which had helped turnaround time. He said staff was looking for ways to maintain that level of efficiency. The city hired a consultant to grade the existing code. The code had strong structural issues, redundancy issues, no index, and was difficult to read. The consultant made a range of recommendations which were outlined in the agenda item summary. The recommendations were taken to the Planning Commission and the Planning Commission deliberated the options. Mr. Oberst described the options.

Mr. Moe reviewed the history of the Development Code. The planning staff had been supportive of making the city processes more efficient and streamlining the code. He said the Planning Commission discussed the option and recommended Option 2a.

Councilor Pishioneri referred to Option 2 and Option 2a. He asked what the benefit was of Option 2, with the policy changes compared to Option 2a, without the policy changes.

Mr. Oberst said in Option 2a, staff would restructure and edit the code and at the same time, identify policy changes and set them aside. This would keep them separate from the restructuring of the code. He discussed the complications of including policy in the code. He said staff would keep the policy separate from the code as passed. The Planning Commission suggested Option 2a, which was to restructure and re-edit the code and add an index to make it easier to use. The policy changes would then be sorted out and brought to the Planning Commission for review and prioritization. The Planning Commission would then forward a recommendation to the City Council.

Councilor Fitch said Option 2a had two phases, Phase I and Phase II. Phase I would be the clean-up and Phase II would be looking at the policies. She asked what kind of efficiency the clean-up would gain.

Mr. Oberst said the index would be helpful in locating specific codes. Restructuring would include putting things in order and then removing redundant areas.

Councilor Fitch said she would be supportive as long it was communicated to the development community that it would be done in Phase I and Phase II.

Mr. Moe said a list of definitions was also suggested.

Councilor Ralston said Option 2a did it all.

Mr. Oberst said with council's permission, staff would put Option 2a on the work program for the next couple of years as a top priority. This would produce a more modern Development Code for the development community.

Council consensus was to go ahead with Option 2a.

Mayor Leiken said staff had done a great job and encouraged them to continue with their outreach. He said the economic indicators were changing rapidly. He noted the number of projects going on in the city at this time. The city had done a good job of having a proactive way of doing business and that had gone well.

Mr. Moe said the updated code could provide more work to the public with the same staff.

#### ADJOURNMENT

The meeting was adjourned at 7:05 pm.

Minutes Recorder – Amy Sowa

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Sidney W. Leiken  
Mayor

Attest:

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Amy Sowa  
City Recorder